

Parish Pastoral Council Annual Report

Provide the information for a complete fiscal year (July 1 through June 30) then submit the signed form in print or electronically to the diocesan Chancellor no later than September 1 that same year.

Date: *[insert submission date here]*

Dear Bishop:

The *[insert name of parish]* Parish Pastoral Council (PPC) met *[number of times]* during the fiscal year ended June 30, 20XX. The meeting dates were:

- 1.
- 2.
- 3.
- 4.
- 5.

[Add to the number as needed.]

The parish's pastoral plan was reviewed on *[insert date of meeting]*, and the following goals were added, completed, or the timeline extended for implementation:

New Goal(s):

Completed Goal(s):

Continuation Goal(s):

Besides the review of the parish's pastoral plan, the following items were the major topics of discussion during this year's Parish Pastoral Council meetings:

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The Parish Pastoral Council chairperson’s name and contact information:

Name: _____ Email: _____

Telephone: _____

By signing, we, the members of *[insert name of parish]* Parish Pastoral Council, attest to the above statements.

PPC Member’s Signature

Print Name

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

This form should be completed and signed at the last meeting of the year and submitted to the chancellor.

Sincerely,

Signature of the Pastor/Administrator